

Municipality/Organization: Town of Bourne

EPA NPDES Permit Number: MAR041094

MaDEP Transmittal Number: W-040428

Annual Report Number

& Reporting Period: No. 2: May 04-May 05

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NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Works

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Certification:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

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as completed the required self-assessment and has determined that our municipality is working toward full five year schedule as submitted to EPA and approved as Bourne's NOI to the General Permit issued to Phase II of the Regulations. Efforts over the second year involved putting together a knowledgeable coalition of monthly meetings of the Phase 2 Stormwater Management Community Oversight Group, and the formation of a group to 1. Be knowledgeable of Phase 2 Requirements and 2. To assist in the formulation and implementation of projects with their respective Boards and Commissions vital to Phase 2.

The implementation of technical areas required, Year 2 has exposed the political reality of By-laws and how to administer BMP 3,4,&5. While not achieving the results of adoption, the community is digesting relevant principles and drafting meaningful Regulations and By-laws that can be voted at Town Meeting. This can be

and a determination from US. Fish and Wildlife as to meeting the eligibility criteria for "listed species" and response and determination is due back on or about May 1, 2005.

and many of the objectives of the Stormwater Phase 2 Program even before the Program came to be. For

as a vacuum truck to clean stormdrains and infiltration systems.

as worked closely with the Buzzards Bay Project and has constructed many infiltration systems largely with funds.

of Bourne are aware of the delicate ecosystems with water on three sides and participate in the sampling and monitoring of shoreline at many locations. The DPW has a mechanical beachrake and cleans all beaches on a weekly basis.

1 has a Pollution Task Force consisting of dedicated citizens that identify sources of pollution and seeks relief by working with regional groups, seeking funds and overseeing the formulation of corrective action.

ated Solid Waste Management Department (ISWM) has initiated and financially supported curbside recycling programs, supports a recycling drop-off center for residents, accepts recyclables from most area communities, and hazardous waste collections per year through the County Extension, receives waste oil at the dropoff center, and promotes these activities with a yearly newsletter mailed to each household (8600).

volunteer time to assist environmental groups such as Baywatch and Buzzards Bay Action Committee.

the Department of Natural Resources operates 3 boat pumpout facilities, one stationary and two vessels.

has an animal waste pickup By-law.

to address BMP 4 &5 are not ready for adoption by Town Meeting (May). They are being developed utilizing available resources, and need to be presented to the parent Boards and Commissions for support and possibly further input. It is the following year (year 3) but will not be in effect until the Annual Town meeting in May, 2006.

Minimum Control Measures

id Outreach

	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
ry	Town Administrator Board of Selectmen	Task Force on Local Pollution appointed 3/30/04 as Phase 2 Stormwater Community Oversight Group	Committee is digesting information and coordinating efforts of affected Town Departments towards permit compliance. Town Departments meet regularly to implement educational and outreach goals as well as developing Regulations and By-laws necessary to ensure Permit requirements.	Significant public education and outreach efforts. Developing a broad base of support for Phase 2 By-law enactment.
	Public Works Supt. and Integrated Solid Waste Manager	Incorporation of Stormwater news into ISWM newsletter and mailing to all addresses. Handouts. Posters distributed.	Mail approx. May 1, 2005. Place posters at Public buildings (done) Handouts and display booth at Town Meeting .Regional Municipal Hazardous Waste Collections (4 per year) Stormwater handout at event. Municipal weekly curbside recycling & 7 day a week drop off center. Used motor oil collection @ drop off center. Paint collection Friday and Saturday April-Oct. at drop off center. Stormwater Phase 2 subject of one-hour Bourne Environmental Review local TV Program hosted by Phil Goddard, Bourne resident. Stormwater flyer put on Town of Bourne Website.	Continue and improve this excellent program. Quarterly stormwater news items in local newspaper.

	Supt. DPW	Meet 2 times per year	. Participate with Cape communities through resources of Cape Cod Commission. Structured meetings to share ideas and purchase information materials. Members of Stormwater Committee attended a Stormwater By-law presentation hosted by South Coastal Watershed Network. Coast sweep is an annual Statewide Beach Cleanup. (Sept.18,2005)	Work closely with Cape Cod Commission Group to share information and reduce costs. Work with Buzzards Bay Project staff to get information to the public.

t and Participation

	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
cess	Public Works Supt.	Record messages and respond to complaints	Public is not utilizing hotline.	Get Hot Line number and purpose to the citizens of Bourne. Advisory Committee will help with fresh ideas. All committees to remain active.
			Local Emergency Planning Committee. Selectmen’s Task Force on Local Pollution investigates stormwater problems and conducts sampling.	
iter ater	Advisory Committee /DPW Supt	Attendance at and participation with Agencies and volunteer groups	Town has representation on Cape Cod Commission Stormwater Networking Committee. Also works with Buzzards Bay Project Staff on Stormwater issues.Mass. Div. Of Marine Fisheries samples local waters and determines if restrictions (or prohibitions) will be placed on shellfishing. BOH samples bathing beaches for similar sanitary conditions. Coalition for Buzzards Bay has an active membership that regularly samples and reports water quality.	Continue participating in existing programs.
ress s	Advisory Committee . Public Works Supt.	Meet and present information to Selectmen	Power Point Program will be presented to Selectmen after Annual Town Meeting as schedule permits. Expect meeting late May.	Selectmen are represented on Stormwater Committee and will be informed of progress. Annual Town Meeting is mid-May and preparation precludes adequate focus on stormwater during this period.

tection and Elimination

	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
ain	Supt. DPW	Produce map with drainage structures and outfall locations	Buzzards Bay inventoried by Buzzards Bay Project. North and South Sagamore and interior areas of town, including Cape Cod Canal done with grant assistance of Americorp. Town mapping is completed.	Update mapping as new development occurs and include collection system data as it becomes available. Buzzards Bay Project, through a grant, will survey additional areas in Bourne and map same.
	Supt. DPW and BOH	Respond to all complaints and record Install leaching chambers to reduce runoff to waterways.	Two infiltration drainage locations at Squeteague Harbor (Buzzards Bay)are funded through a CPR Grant and are completed. In conjunction with a dredging operation, infiltration chambers have eliminated 75% of storm runoff into Gray Gables tributary to Buzzards Bay. Incorporated into the Main Street Streetscape Project Buzzards Bay, are leaching catch basins to reduce low flow runoff into Cape Cod Canal. Leaching chambers have also been installed in the Shearwater Subdivision, eliminating localized flooding and spillover to local wetlands. A grant for design of a stormwater remediation system at Hen’s Cove has been received and the project is in the design stage. This is the one bathing beach area that periodically is closed due to pollution.	Staff to check outfalls in dry weather and look for suspicious indicators. Employees have been given training to also spot illicit discharges. Priorities will be set from water quality sampling and information from our HOT LINE.

n	Advisory Committee Supt. DPW	Produce informational brochure or flyer Distribute information to all employees Distribute information to businesses Provide to public at Library ,Town Hall and Town Meeting.	Flyers have been printed and distributed at Town Meeting and will be available at Town Hall and Public Library. Posters are also prominent at these locations. Information is also being distributed to all employees. Refrigerator magnets are being distributed at Town Meeting.	Increase distribution to Schools and public gathering places.
licit	Supt.of DPW	Hold meeting Take attendance Training materials available	Meeting was held for DPW personnel and a record of attendees and program is on file.	Better training materials will be shared
	Board of Health Supt. DPW.	Necessary Regulation changes.	Regulation proposed to Board of Health and under consideration for adoption.	Action complete with adoption of Regulation.

	Town Manager/ Manager of Facility	To provide State-of – the –Art double-lined landfill for region	Revenues from facility fund extraordinary recycling/hazardous waste programs to regional residents. Facility is also a depository for street sweepings & catch basin cleanings from municipal operations.	Facility and programs it supports are scheduled to continue.

Stormwater Runoff Control

	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
r	Conservation Commission	Adopt additional Regulations (if necessary) to enforce compliance.	A review of existing State and Local By-laws with proposed enhancement of Regulations is being conducted. Specific language supported by the Conservation Commission and Selectmen will be forwarded to Town Meeting spring 2006.	Seek Town Meeting Approval to adopt local by-laws to require stormwater management programs to address development thresholds.
	Planning Board	Adopt Regulations as necessary to ensure development compliance.	A review of existing By-laws and Regulations and additional language to comply with Phase 2 Regulations is being done. Specific proposals supported by the Planning Board and Selectmen will be forwarded to Town Meeting Spring 2006	Planning Board to review current regulations and modify and expand to require stormwater control during construction.
w	Planning/zoning Board	Adopt by-law at Torn Meeting	A review of existing By-laws and Regulations and language to comply with Phase 2 Regulations is currently under review. Specific proposals supported by the Planning Board Zoning Board and Board of Selectmen will be forwarded to Town Meeting 2006.	To review current controls and seek Town Meeting approval of additional by laws to ensure construction erosion control.
	Supt. DPW/Bd. Of Health	Record calls and respond. Keep records	Hot line has been established and is being publicized	Inform the public of the program and how everyone can help by forwarding information via HOT LINE

site	Supt. DPW/ Planner/Bldg Inspector Planning Board	Review all plans, inspect, preconstruction site visit	Town has formal site plan review of Commercial development. Expansion to other development will be part of proposed Regulations as proposed above	Review all site plans and A&R submittals for grading and erosion potential. Plan approval will require erosion control design , construction, and inspection

stormwater Management in New Development and Redevelopment

	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
ds	Conservation Commission	Town Meeting Approval of enabling by-law	A review of current State laws and local Bylaws is being done. Additions to comply with Phase 2 Stormwater Regulations will be proposed to Town Meeting for approval, with the support of the Conservation Commission and Selectmen.	Propose by-law (if necessary) to ensure wetlands Regulations for the maintenance of development facilities after construction is complete Annual Town Meeting 2006
	Planning Board	Regulation adopted by Planning Board	Current Regulations are being reviewed. Additions to comply with Phase 2 will be adopted by the Planning Board at such time as the Board approves the language.	Develop Regulation(s) to guarantee post construction runoff control
aw	Planning Board Zoning Board Conservation Commission	Town Meeting approval	Current Regulations and By-laws are being reviewed. Special language to comply with Phase 2 with the support of relevant Boards will be presented to Town Meeting Spring 2006.	Develop By-law to guarantee post-construction runoff control.

1 and Good Housekeeping in Municipal Operations

	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 3
	Supt. Of DPW	Spring annual sweeping all streets/parking lots. Record periodic sweeping of other areas as needed.	Goal has been met and exceeded All primary arterial roadways swept a minimum of 6 times/ year Disposal at double-lined landfill in Bourne. Town utilizes 3 sweepers	Same as year 2
ing	Supt. Of DPW	500 catch basins /year	385 catch basins have been cleaned with Town’s Vac-All truck. Disposal at municipal double-lined landfill. All stormwater infiltration systems inspected and cleaned as needed.	Same as year 2
		350 catch basins/year		
ng	Supt. Of DPW	Preparation of document, distribution, completion of annual training and attendance.	Training session has been held. Training material and attendance are on file. No Policy document has been developed to date. Separate Right-To-Know training conducted first week in April.	Same as year 2

	DNR/DPW	Pet waste collection signage and collection	By-law exists. Outreach and facilities needed	

Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) << if applicable >>

	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 2

Information Collected and Analyzed

Outputs & Accomplishments (OPTIONAL)

position created/staffed	(y/n)	Part time consultant
expenditures	(\$)	\$25,000 FY03
		\$25,000 FY04

Outreach and Training

audience reached by education program(s)	(# or %)	8,500 (90%)
committee established	(y/n)	yes
volunteer or supported	(# or y/n)	no
participation or quantity of shoreline miles cleaned	(y/n or mi.)	yes
Waste Collection Days		
	(#)	4 (regional)
participation	(%)	
	(tons or gal)	
materials generated	(y/n)	no

	In Place Prior to Phase II	Under Review	Drafted	Adopted
Status (indicate with “X”)				
Detection & Elimination			X	
ient Control		X		
nt Stormwater Management		X		
on Status (indicate with “X”)				
		X		
Detection & Elimination			X	
ient Control		X		
nt Stormwater Management		X		

Charges

te	(%)	100%
ber of outfalls	(#)	50
omplete	(%)	100%
	(%)	
	(%)	
	(%)	100%
ed	(# or %)	20%+/-
ed	(#)	0
ed	(#) (est. gpd)	0
r	(%)	12%
> systems	(%)	88%

starts (>1-acre)	(#)	
construction starts adequately regulated for erosion and sediment control	(%)	
ted	(# or %)	
s issued	(# or %)	
	(# and \$)	
ceived from public	(#)	

rmwater Management

development/redevelopment projects adequately regulated for post-control	(%)	
ed	(# or %)	
rmwater recharged	(gpy)	

nance

tch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	As needed
tch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	As needed
es cleaned	(#)	385
	(LF)	Clogged only
removed from storm sewer infrastructure	(lbs. or tons)	800Tons
ings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		Permitted landfill
sal	(\$)	0\$

reet sweeping (non-commercial/non-arterial streets)	(times/yr)	Annually-as needed
reet sweeping (commercial/arterial or other critical streets)	(times/yr)	Bi-monthly
ected by sweeping	(lbs. or tons)	1000 Tons +/-
landfill, POTW, compost, beneficial use, etc.)	(location)	Landfill
usal	(\$)	0\$
i purchased/leased	(#)	0
i specified in contracts	(y/n)	0

on public land of: (“N/A” = never used; “100%” = elimination)		
	(lbs. or %)	N/A
	(lbs. or %)	N/A
	(lbs. or %)	N/A

and ratios	% NaCl % CaCl ₂ % MgCl ₂ % CMA % Kac % KCl % Sand	25% neg. 75%
utilized	(y/n)	some
s used	(y/n)	Yes
ity spreaders used	(y/n)	no
in typical year salt application	(lbs. or %)	10%
orage shed(s)	(y/n)	yes
1 or under construction	(y/n)	In use